



TOWN OF BARRINGTON

NEW HAMPSHIRE

Office of the Town Administrator

Town Administrator Report June 24, 2019 Select Board Meeting

1. Agenda Items

- a. See attached, [June 24, 2019 Select Board Agenda](#)

2. Public Hearings

- a. Sale of Town Owned Land – Map 234, Lot 1.4 – Per RSA 41:14-a
 - i. TURBOCAM, INC and its affiliates, are planning to build a 32,000 square foot building for a training center, tool room and research and development center. They would like to build on three lots currently owned by the Town. Map 233, Lot 77 (old American Legion lot), Map 234, Lot 1.2, and Map 234, Lot 1.4. On April 8, 2019, the Select Board voted to authorize the sale of Map 233, Lot 77 and Map 234, Lot 1.2 to TURBOCAM and its affiliates. After design review with the Planning Board, TURBOCAM would like to also purchase Map 234, Lot 1.4 in order to avoid wetlands and wetland buffers.
 - ii. This public hearing is the second step in a six-week process pursuant to RSA 41:14-a. The Conservation Commission and Planning Board have voted to recommend that the Select Board support the sale of the Town-owned property referenced above.

3. Appointments

- a. State Senator David Watters – Legislative Update
- b. Recognition of Retirement – Suzanne McNeil – 40 Years of Service

4. Review of Minutes – **Vote**

- a. See attached, [Minutes 06-10-2019](#)

5. Old Business

- a. Forestry Services Award – **Vote**
 - i. The Town Lands Committee conducted a comprehensive review of the eight bids received for Forestry Services. They have presented to the Select Board their recommendation of Forest Land Improvement (Timothy Nolin) to provide Forestry Services to the Town of Barrington.
 1. See attached, [Town Lands Committee Forestry Services Bid Responses](#)
 2. See attached, [UNH Extension – Selecting a Forester](#)
 3. See attached, [UNH Extension – Hiring a Forester](#)
 4. See attached, [Forestry Services Interview Questions](#)
 5. See attached, [Forestry Services Rankings and Recommendation](#)



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6. See attached, [Forest Land Improvement Bid Response](#)
 - ii. The Board is asked to consider awarding the Forestry Services bid to Forest Land Improvements.
 - iii. Once awarded, the Town Lands Committee will work with the organization to prioritize forest management plans for Town-owned land. In the coming months, the Select Board will be presented with a proposal to fund the development and implementation of the forest management plans.
 - b. 2020 Paving Projects – **Vote**
 - i. The Highway Department is finalizing 2019 road projects and will be ready to begin preparing for 2020 paving projects soon. The Town Administrator, Interim Road Agent, and Highway Department met to discuss a project list for 2020 and have identified a list of road priorities.
 - ii. At the Board's direction, we recommend the following road projects for 2020.
 1. See attached, [2020 Paving Projects](#)
 - iii. The Board is asked to consider the recommended list of road projects.
 - c. 2019 Audit Contract
 - i. At the Board's direction, I received a quote for one additional year with Vachon Clukay and Company PC to perform the 2019 audit. The Town was offered a maximum fee of \$14,500 for regular audit services. The previous three-year contract was \$12,800 for each of the three years.
 - ii. The Board is asked to consider accepting the contract offer for 2019 audit services.
6. New Business
- a. Summer All Boards Meeting – **Vote**
 - i. I suggest that the Select Board invite the various Boards, Commissions, and Trustees to a meeting on August 12th for a discussion regarding ongoing and upcoming projects.
 - ii. The Board is asked to consider scheduling the All Boards Meeting.
 - b. Adding New Revolving Fund Program Coordinator to Compensation Study – **Vote**
 - i. The Recreation Commission has created the first full-time position funded out of the Recreation Revolving Fund. The Compensation Study Task Force had decided to include all Town Operating Budget positions in the compensation study (with an invitation for other positions with cost sharing). The Recreation Department would like the Select Board to consider covering the cost to include the newly created Program Coordinator position in the compensation study.
 - ii. The Board is asked to consider the addition of the Program Coordinator to the compensation study.



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7. General Information

- a. Striping Contract Change – Industrial Traffic Lines
 - i. Industrial Traffic Lines is unable to honor the original contract price.
 - ii. We are working with Hi-Way Safety to schedule striping in Barrington.
- b. The Transfer Station will be closed on July 4th for the observance of Independence Day.
 - i. See attached, [Transfer Station Closure - July 4, 2019](#)

8. Open Positions in Barrington

- a. Recreation Department – Program Coordinator

9. June Work Anniversaries

- a. Suzanne McNeil • Select Board Administrative Assistant • 39 Years
- b. Scott Young • Part-Time Police Officer • 21 Years
- c. Tim Boodey • Volunteer Fire/EMS • 18 Years
- d. Katie Perry • Police Administrative Assistant • 14 Years
- e. Monica Poitras • Recreation Supervisor • 8 Years
- f. John Huckins • Building Inspector/Code Enforcement Officer • 6 Years
- g. Erik Baker • Police Detective • 2 Years
- h. Sean Guile • Volunteer Fire/EMS • 2 Years
- i. Jacob Cummings • Volunteer Fire/EMS • 2 Years
- a. Megan Desrosiers • Volunteer Fire/EMS • 2 Years
- b. Timothy Seawards • Police Officer • 1 Year
- c. Donald Morse • Police Officer • 1 Year

10. 2019 Select Board Goals

- a. See attached, [Select Board Goals – Approved May 6, 2019](#)

11. Upcoming Meetings/Events

- a. July 8, 2019 – Select Board Meeting

12. Non-Public Request

- a. Personnel
- b. Reputation
- c. Legal